



IOWA TELECOMMUNICATIONS AND TECHNOLOGY COMMISSION

Richard L. Bruner
CHAIR

Timothy L. Lapointe
Jeff Franklin

Robert F. Holz
Rob Sand

Kelly Dolan Lange

Philip Groner, Executive Director

Governor Kim Reynolds

Lt. Governor Adam Gregg

**Iowa Telecommunications & Technology Commission
Grimes State Office Building, 1st Floor
400 E. 14th Street, Des Moines, IA 50319**

FINAL

February 21, 2019

To ensure the most efficient use of State resources, the February 21, 2019 ITTC meeting was held via video conference pursuant to Iowa Code section 21.8. A video conference also ensured that more Commissioners were able to participate in the meeting and reduced the risk of delays caused by weather or other impediments to travel. The meeting was accessible to members of the public through attendance at the Grimes State Office Building.

- **Roll Call:**

- **Commissioners Present:**

- Richard Bruner, Chair (on-site)
 - Bob Holz, Member (on-site)
 - Timothy Lapointe, Member (Lightspeed Plus Video)
 - Kelly Dolan Lange, Member (Lightspeed Plus Video)
 - John McCormally – Representing Rob Sand, Ex-Officio Member (on-site)

- **Commissioners Absent:**

- Jeff Franklin, Ex-Officio Member

- **Iowa Communications Network Staff Present:**

- Phil Groner, Executive Director
 - Mark Johnson, Carrier Services Division Administrator, Chief Operating Officer (COO)
 - Mike Cruise, Finance Bureau Manager
 - Randy Goddard, Business Services Bureau Manager
 - Scott Pappan, Engineering/Operations Bureau Manager
 - Ryan Mulhall, Network Services Bureau Manager
 - Dave Marley, Field Services Officer
 - Lori Larsen, Executive Officer 2
 - Jontell Harris, Executive Officer 2 (Recorder)
 - Karen Alessio, Secretary 2 (Lightspeed Plus Video)

- **Guest Attendees:**

- Alan Nagel, Attorney General's Office

- **Call to Order:**

- Chair Bruner called the meeting to order at 10:30 AM. It was noted that a quorum of members were present for the meeting.

Iowa Communications Network

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- **Approval of the January 17, 2019 Meeting Minutes:**

- Chair Bruner requested a motion to approve the January 17, 2019 meeting minutes. Commissioner Holz moved to approve the minutes. Commissioner Lange seconded the motion. The motion passed unanimously.

Commissioner Holz – Yes
Commissioner Lange – Yes
Commissioner Lapointe – Yes
Commissioner Bruner – Yes

- **New Business:**

- **Agency Updates**

- **Finance Update – Mike Cruise**

- Monthly Revenues and Expenses:
 - The month of January resulted in an operating margin of -\$292,112 or -11.9%. This is unfavorable compared to the budget of -\$27,249 by \$264,863.
 - This is attributed to the normal fluctuations of month-to-month booking of expenses and revenues.
- Year-to-Date Revenues and Expenses:
 - The January year-to-date operating margin was -\$1.36 million which is favorable to the budgeted margin of -\$1.46 million by \$105,000. The gross margin decreased by \$100,000 but is still favorable to the budget by \$1.11 million.
- January Comparison to FY 2018:
 - The operating margin for January FY 2019 was within \$6,000 in comparison to December FY 2018.
- Year-to-Date Comparison to FY 2018:
 - The January year-to-date margin of -\$1.36 million is \$887,000 favorable to the FY 2018 margin of -\$2.24 million.

COMMENTS:

NONE.

- **Business Services Update – Randy Goddard**

- Managed Voice Services (MVS):

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- Last month the Capitol was completed. The Department of Management (DOM) and Governor's Office (IGOV) have both been converted over to the MVS product.
 - Department of Human Services (DHS) – River place as well as new offices for Child Support Recovery in Pleasant Hill and Ankeny were completed.
 - Next month Iowa College Aid, Joint Forces Headquarters (JFHQ) – ICN Staff, and 7900 Hickman, where most of the Homeland Security and Emergency Management Department (HSEMD) staff are located, will be completed.
 - The ICN continues to work with CenturyLink to develop new opportunities that are similar to the DHS Iowa Medicaid Enterprise (IME) that is going to be about 500 new seats and over 100 Automatic Call Distributor (ACD) agents that will be converted.
 - Other opportunities are also being discussed for additional Child Support Recovery offices as well as the State Public Defender field offices.
 - The last two ACD migrations, Office of the Chief Information Officer (OCIO) and Alcoholic Beverage Division (ABD), are on schedule as the last applications on the ACD platform.
- HSEMD 911 Wireline Project:
 - Continued work is being done on the wireline aggregation. RFP responses are under evaluation. Once awarded, the next phase of Centralized Automatic Message Accounting (CAMA) trunk collection will begin.
 - Zetron was awarded the hosted Public Safety Answering Point (PSAP) solution by HSEMD. ICN is working with HSEMD and providing support for the vendors' solution. The vendor has chosen to place their equipment in ICN sites such as the Colocation space at JFHQ as well as the SP-43 site, in addition to all of the circuits associated with the sites.
 - JFHQ installation has been completed and work will begin on SP-43 (Tiffin). The two sites act as the cloud solution for the hosted 911 equipment.
 - E-Rate:
 - The E-Rate Team continues to respond to posted 470s for Ethernet, Transport, Internet, Managed Firewall and internal infrastructure opportunities.
 - The filing windows for the 470s is February 27, 2019. The 471 awards must be posted by March 27, 2019.
 - ICN has not lost any bids to date.
 - Significant Orders
 - A new build is being implemented to a PSAP in Marshalltown. Marshalltown is building a new Public Safety headquarters. They have requested that ICN build the fiber directly into their site.
 - A new fiber build into an Iowa National Guard facility in Davenport. They recognize the value of the direct connectivity and receiving ICN services.
 - Department of Transportation (DOT) is in the process of numerous conversions. The department had Ethernet routed back to their headquarters in Ames. They are currently converting a lot of their sites to direct internet. The ICN received 14 orders from the DOT last week.
 - University of Iowa Hospitals and Clinics has asked the ICN to build a redundant fiber path into their facility.

COMMENTS:

NONE.

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○ **ICN Carrier Updates**

▪ **Network Services Update – Ryan Mulhall**

No update.

COMMENTS:

NONE.

▪ **Engineering/Operations Update – Scott Pappan**

Engineering and Operations continues to work on seven core strategic projects: Power Upgrade, Core Upgrade, E-911 Time- Division Multiplexing (TDM) over Ethernet network, Multi-Node Call handling platform, Iowa Rural Health Telecommunications Program (IRHTP), VMware platform, and MVS. Dave Marley continues to do a fantastic job managing the Power Upgrade. The upgrade is over 80% complete. Most of the projects should come to a conclusion within the next 30 days.

The 100gb network upgrade continues with work being done at the Mason City, Tiffin and Newton locations. The 100gb network is about 25% complete.

All orders for HSEMD have been issued in relation to the 911 Multi-Node Call Handling platform. Circuit installation in JFHQ has been completed. Work on Tiffin has begun.

The TDM over Ethernet network RFP is in process. The ICN has issued questions to the vendors. Upon receipt of the responses, the evaluation process will begin.

Configurations and templates for hospitals for the edge devices have been completed. There are roughly 25 orders. The orders will move into production beginning in March in increments of 10-15. Fiber Network Services (FNS) will assist with installation of the orders.

The VMware platform has been installed in the lab. The ICN is currently testing with vendors for disaster recovery. When the Proof of Concept (POC) is complete, ICN will determine how to install it into production then transition into the Lucas Building and JFHQ will begin. VMware will then be virtualized.

MVS orders will be complete by April 1, 2019.

COMMENTS:

BRUNER: Did you say we're 20% to 200gb?

PAPPAN: If you look at the core at JFHQ and Lucas, or even going out to Creston and the ring around, we're already passing 100gb traffic.

BRUNER: So we are 100% in that loop.

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PAPPAN: Yes we are.

BRUNER: Great. Good report.

• Other Business:

○ Legislative Update – Mark Johnson

The ICN legislation that was proposed to eliminate the Educational Telecommunications Council (ETC) and Regional Telecommunications Councils (RTC) structure has moved forward in the House and was voted out of the full House committee. The proposal will be placed on the calendar and eligible for debate. It is no longer subject to the first funnel. The Senate subcommittee met on February 18 and voted Senate version of the proposal out of the subcommittee. The ICN will continue tracking the proposal. The committee understood that the councils had outlived their usefulness.

By all indications, the sale/lease bill that was passed out of the Senate subcommittee does not appear to be progressing any further. The bill is still eligible for debate so the ICN will continue to track it at least until the first committee funnel date.

COMMENTS:

BRUNER: When is the first funnel date?

JOHNSON: The first committee funnel date is March 8.

○ ITTC Committee Update – Staff/Commission

Customer and Services Committee – Randy Goddard

Meeting Date: Wednesday, February 13, 2019

Attendance: Commissioner Lange, Commissioner Holz, Randy Goddard and Jontell Harris.

Agenda:

- ICN's authorized user requests – no requests
- Requests for waiver of network use by certified users – no requests
- E-Rate filing update
- Sales outreach
- Customer complaints
- Committee meeting scheduling for 2019

Finance Committee – Mike Cruise

Meeting Date: Monday, February 18, 2019

Attendance: Chair Bruner, Commissioner Holz, Deb Evans, Mike Cruise and Jontell Harris

Agenda:

- Review of financial reports
- Update on Contracting issues

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- Internal dates for ICN FY 2020 budget process

Personnel Committee – Mark Johnson

Meeting Date: Tuesday, February 5, 2019

Attendance: Chair Bruner, Mark Johnson and Jontell Harris

Agenda:

- Progress on filling the Telecom Engineer position
 - Moving forward with an offer

COMMENTS:

HOLZ: The Finance Committee also decided that in the budget process, we will look at estimates of three and five years to determine our path to a positive margin.

○ **Additional Comments – Staff/Commission**

LAPOINTE: Was there a memo put out to the Senate about the ICN sale bill? I know in the past we've given them written materials, other times a representative had spoken to legislators about the network and specifically how the subsidies were no longer received. If there are any written materials, I believe it would be beneficial to distribute those documents to the Commission. It would be helpful for us to have that information.

JOHNSON: For the initial subcommittee meeting we did not have any prepared written material to distribute. Last year, you may recall, we had two different documents. One was a historical document that discussed the development, the number of customers, types of technology and a number of other issues. The second document was in response to comments that were made in the media that dealt with myths related to the network. We had a specific document that we put together to address those issues in response to the legislation that was proposed last year. This year we went over, met with the subcommittee and there was a good discussion. We had a number of user groups that were represented at the meeting. There were a number of questions regarding state appropriations and we were able to explain that the ICN no longer receives appropriations, and that our services offered to customers are almost always done through a competitive bidding process. There was a good "give and take" rather than a document sitting in front of them and it was a very good discussion, at least according to one of the members of the subcommittee who thought it was very enlightening. It is not to say that we will not have a legislative document at some point for legislative background but we did not have one for the subcommittee.

LAPOINTE: Thank you Mark.

BRUNER: You may even recycle the documents that we put together last year.

JOHNSON: We have been looking at providing an updated factsheet that will address a number of the issues.

BRUNER: Maybe if you just update the factsheet, I thought it was very useful.

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- **Public Comment:**

NONE.

- **Adjournment:**

Commissioner Lapointe moved that the meeting be adjourned. The ITTC meeting adjourned at 10:54 a.m.

ATTESTED TO:

Richard Bruner - Chair, Iowa Telecommunications and Technology Commission

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